



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

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# Job Board Posting



Careers.Indigenous.Link

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## Senior Manager, Health, Safety And Wellness

<b>Job ID</b>	<b>8C-01-FE-5C-49-87</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=8C-01-FE-5C-49-87">https://careers.indigenous.link/viewjob?jobname=8C-01-FE-5C-49-87</a>	
<b>Company</b>	Ontario Institute For Cancer Research	
<b>Location</b>	Toronto, Ontario	
<b>Date Posted</b>	From: 2024-02-29	To: 2024-08-27
<b>Job</b>	Type: Full-time	Category: Miscellaneous
<b>Languages</b>	English	

### Description

The Ontario Institute for Cancer Research (OICR) is seeking a seasoned professional to manage our Biosafety Compliance and Employee Health, Safety and Wellness Programs. As a Health & Safety leader you will be responsible for developing and implementing strategies and programs to ensure that OICR is a safe place to work, employee wellness is a top priority and OICR is meeting its legal obligations. OICR is located within the MaRS complex, an advanced academic research institute dedicated to cancer research, that contains offices, CL2 research wet labs, bioinformatics dry labs, chemistry labs and a Nuclear Magnetic Resonance (NMR) facility.

OICR is Ontario's cancer research institute. We bring together people from across the province and around the world to improve the lives of everyone affected by cancer. We take on the biggest challenges in cancer research and deliver real-world solutions to find cancer earlier and treat it more effectively. We are committed to helping people living with cancer, as well as future generations, live longer and healthier lives.

Launched in December 2005, OICR is an independent institute funded by the Government of Ontario through the Ministry of Colleges and Universities.

Position responsibilities include:

#### Health and Safety

In consultation with various safety committees, organizational leaders and stakeholders, develops and implements organizational-level policies, plans, procedures, training and guides that ensures safe work and compliance to safety legislation including but not limited to the Occupational Health and Safety Act, Human Pathogen and Toxins Act, Transportation of Dangerous Goods Act.

Develops and implements policies, programs and procedures to mitigate workplace hazards in areas including incident management, safety training, laboratory and office safety, biosafety and biosecurity, medical surveillance, emergency response, ergonomics, first aid, and workplace violence.

Serves as organization's subject matter expert on health and safety legislation.

Conducts risk assessments and recommends mitigations for a wide range of workplace hazards.

Manages the work of the Joint Health and Safety Committee (JHSC) and OICR Biosafety Committee (OBC), including serving as a safety resource and management representative on the JHSC and the designated institutional Biological Safety Officer (BSO).

Serves as the Health and Safety Lead on the organization's Emergency Response Team (ERT), including pandemic planning and response.

Serves on the Corporate Management Team representing Health, Safety and Wellness.

#### Employee Wellness

Develops and maintains policies and programs relating to mental health, psychological safety, wellness.

Participates in accommodation and return to work procedures.

Manages vendor relationship for employee and family assistance services and medical surveillance.

Consults on accessibility and accommodation requests as part of the return-to-work team focusing primarily on physical accommodations and ergonomic support in collaboration with HR.

#### Organization Compliance

Evaluates and monitors compliance for all related policies, programs and procedures/guidelines including corrective

actions that arise through monthly safety inspections, incidents, meeting discussions and ad hoc audits.

Identifies gaps in the HSW program and develops plans to address them including hazards resulting from new or modified facilities, processes, equipment, personnel or materials.

Oversees the vendor and maintenance of the safety data sheet management system and other requirements as set out by Reg. 860, Workplace Hazardous Materials Information System (WHMIS).

Acts as primary contact for external liaison with Workplace Safety Insurance Board (WSIB) representatives, Ministry of Labour, Training and Skills Development (MLTSD), and Public Health Agency of Canada (PHAC) as required.

Sets health, safety and wellness goals and strategies, including the development of key metrics to assist in prioritization of future initiatives.

Ensures records (e.g., training records, accommodation plans, incident reports) are maintained in accordance with privacy and other internal and external requirements.

Keeps abreast of legislative changes that may have internal policy or process implications with respect to health, safety, and wellness.

General Duties across all areas of responsibility

Designs and implements programs.

Sources and negotiates vendor services.

Builds partnerships with a wide range of internal clients and external stakeholders.

Creates and conducts employee training.

Writes employee communications and intranet content.

Maintains high standards of business conduct, ethical behavior, and confidentiality.

Manages one staff member - Health, Safety and Wellness Coordinator

Carries a cell phone and may be required to work outside of standard business hours on occasion for emergency response and incident management as part of OICR's Emergency Response Team.

Qualifications:

Bachelor's degree in occupational health & safety or recognized equivalent

Canadian Registered Safety Professional (CRSP), Certified Health and Safety Consultant (CHSC) designation or equivalent

Thorough knowledge and understanding of the Occupational Health and Safety Act, Human Pathogens and Toxins Act, Workplace Safety and Insurance Act, Human Rights Code, Transportation of Dangerous Goods Act, Workplace Hazardous Materials Information System (WHMIS) regulations

Experience in a research, healthcare, pharmaceutical, bio-tech or laboratory environment including knowledge and expertise in CL2 processes is required

Exposure as a Biosafety Officer in a lab environment

Experience in emergency response, business continuity planning, fire evacuation planning

Experience in accommodation, ergonomics

Experience in coaching and supporting employees and managers, confidently and diplomatically

Highly effective interpersonal skills with a customer-service focus

Self-starter who can work independently and as part of teams, modelling collaborative behaviours and executing with minimal supervision

Flexible with the ability to work efficiently in a fast-paced, dynamic environment

Organized with ability to multi-task and prioritize work

Excellent presentation and training skills

Ability to write clear and concise employee communications and training materials

Highly computer literate with proficiency in MS Office applications

Familiar with HRIS, learning/training systems, metrics, employee benefits, negotiating, evaluating and coordinating services with vendors

Certification in First Aid and CPR or working towards

For more information about OICR, please visit the website at [www.oicr.on.ca](http://www.oicr.on.ca).

To learn more about working at OICR, visit our career page.

CLOSING DATE: Until Filled

### **How to Apply**

Click "Apply Now " If you are interested in being considered for this position.

OICR is committed to fostering a climate of equity, diversity, inclusion, and accessibility. This commitment is central to,

and mutually supportive of, our research excellence mandate. We welcome and respect the diversity of all members of our community and we support an inclusive culture for all. We welcome all applicants, and encourage applications from racialized persons, Indigenous Peoples, women, persons with disabilities, LGBTQ2S persons, and others who may contribute to furthering a diversity of ideas within our community. OICR is committed to fair assessment of a candidate's abilities, and consideration for diversity of thought, method, and experience. Providing an accessible workplace and recruitment process is important to us, as described in our Accessibility Plan (<https://oicr.on.ca/accessibility/>). Should you require accommodation during any stage in the recruitment process, please complete the form at the bottom of page <https://oicr.on.ca/careers/>. Information received related to accommodation will be handled confidentially.

The Ontario Institute for Cancer Research thanks all applicants. However, only those under consideration will be contacted.

**Resume Format:** If you elect to apply, you will need a text or HTML version of your resume so that you can cut and paste it into the application box provided. Before you submit the completed application, you will be asked to attach one or two files to your application. Please attach your resume as a .pdf or .doc file.